



CANNON BUILDING  
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STATE OF DELAWARE  
**DEPARTMENT OF STATE**  
DIVISION OF PROFESSIONAL REGULATION

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PUBLIC MEETING MINUTES:	<b>BOARD OF MENTAL HEALTH AND CHEMICAL DEPENDENCY PROFESSIONALS</b>
MEETING DATE AND TIME:	<b>Wednesday, June 26, 2013 at 12:00 p.m.</b>
PLACE:	861 Silver Lake Boulevard, Dover, Delaware <b>Conference Room A</b> , second floor of the Cannon Building
MINUTES APPROVED	08/28/2013

**MEMBERS PRESENT**

Lisa Ritchie, LCDP, **President**, Presiding  
Daniel Cooper, LPCMH, **Vice President**  
Ruth Banta, Public Member, **Secretary**  
Mary Davis, LCDP (12:02 p.m. – 1:17 p.m.)  
Dr. Gregg Drevno, Ph.D., LPCMH  
Dr. Tracey Frazier, Psy.D., LCDP (12:02 p.m. – 1:17 p.m.)  
Joan McDonough, Public Member  
Dr. William Northey, Ph.D., LMFT  
Elisabeth Vassas, Public Member

**MEMBERS ABSENT**

Daniel Cherneski, LMFT  
Robert Doyle, Public Member  
Julius Mullen, Ed.D., LPCMH

**DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT**

Jennifer Singh, Deputy Attorney General  
Kay Warren, Deputy Director  
Jessica Williams, Administrative Specialist II

**ALSO PRESENT**

Amy Jones  
Michelle Manuszak  
Matthew Turley

**CALL TO ORDER**

Ms. Ritchie called the meeting to order at 12:01 p.m.

Board member introductions took place for the benefit of the new Deputy Attorney General, Jennifer Singh.

**REVIEW OF MINUTES**

MHCDP Meeting Minutes – May 22, 2013

The Board reviewed the May 22, 2013 meeting minutes for approval. Dr. Northey moved, seconded by Ms. Banta, to approve the minutes as presented. Motion unanimously carried.

### **UNFINISHED BUSINESS**

#### **Continuing Education Audit**

The Board decided to review the continuing education audit documentation after the Board meeting has adjourned.

#### **Update from Legislative Committee**

The Board reviewed the proposed revisions submitted by the Legislative Committee regarding LCDP's and continuing education for all professions regulated by the Board. The Legislative Committee is requesting that the Board approve the proposals contingent upon Ms. Singh determining that the proposed regulations coincide with the statutes.

Ms. Ritchie moved, seconded by Dr. Northey, to accept both proposals, contingent upon Ms. Singh reviewing the drafts to determine that the proposed regulations coincide with the statutes. Motion unanimously carried.

#### **Review of Supervisory Reports Re: Michelle Manuszak**

The Board reviewed the supervisory reports submitted by Dr. Ada Gonzalez, regarding Michelle Manuszak. Ms. Banta moved, seconded by Mr. Cooper to accept the supervisory reports. Motion unanimously carried.

#### **Review Request to Lift Probation – Michelle Manuszak**

The Board reviewed Ms. Manuszak's request to lift her probationary status. Ms. Singh advised the Board that a hearing must be held in order to lift the probation. Dr. Northey moved, seconded by Mr. Cooper, to schedule a hearing to consider lifting Ms. Manuszak's probation for the August 28, 2013 meeting. Motion unanimously carried.

Ms. Manuszak addressed the Board inquiring if there was anything that could be done to expedite lifting her probation. Ms. Manuszak was advised that a hearing would need to be held in order to consider lifting the probation and a final order will need to be signed by the Board.

#### **Review Request to Withdrawal Application for William Donovan (Board Proposed to Deny Application on 4/24/2013)**

The Board reviewed William Donovan's request to withdrawal his application for licensure as a professional counselor of mental health. Dr. Northey moved, seconded by Dr. Frazier, to grant Mr. Donovan's request. Motion unanimously carried.

#### **Review Request to Withdrawal Application for Wynne Hewitt (Board Proposed to Deny Application on 5/22/2013)**

The Board reviewed Wynne Hewitt's request to withdrawal her application for licensure as a professional counselor of mental health. Dr. Northey moved, seconded by Dr. Frazier, to grant Ms. Hewitt's request. Motion unanimously carried.

Sign Order Lifting Probation for Moneak Baskerville (Hearing Conducted on 5/22/2013)

The Board reviewed the Order lifting probation for Moneak Baskerville. A Final Order was circulated for Board members' signatures.

Review Previously Tabled Application for Shirley Brown (Board Tabled Application on 5/22/2013 for Clarification)

The Board reviewed Shirley Brown's previously tabled application for licensure as a professional counselor of mental health. Mr. Cooper moved, seconded by Dr. Frazier to approve the application. Motion unanimously carried.

**NEW BUSINESS**

Review of Application for LPCMH Licensure by Certification – Donyetta Cross

The Board reviewed Donyetta Cross' application for LPCMH licensure by certification. Mr. Cooper moved, seconded by Dr. Northey, to approve the application. Motion unanimously carried.

Review of Application for LPCMH Licensure by Certification – Amy Jones

The Board reviewed Amy Jones' application for LPCMH licensure by certification. Dr. Drevno moved, seconded by Dr. Northey, to approve the application. Motion carried with Mr. Cooper abstaining.

Review of Application for LPCMH Licensure by Certification – Amanda Stryker

The Board reviewed Amanda Stryker's application for LPCMH licensure by certification. Dr. Drevno moved, seconded by Dr. Frazier, to approve the application. Motion unanimously carried.

Review of Application for LPCMH Licensure by Certification – John VanderVen Jr.

The Board reviewed John VanderVen Jr.'s application for LPCMH licensure by certification. Dr. Drevno moved, seconded by Mr. Cooper, to approve the application. Motion unanimously carried.

Review of Application for LPCMH Licensure by Reciprocity – Karen Cease

The Board reviewed Karen Cease's application for LPCMH licensure by reciprocity. Mr. Cooper moved, seconded by Dr. Drevno, to approve the application. Motion unanimously carried.

Review of Application for LACMH Licensure – Linda Lonergan

The Board reviewed Linda Lonergan's application for LACMH licensure. Mr. Cooper moved, seconded by Ms. Banta, to propose to deny the application based on not meeting the statutory and regulatory qualifications of 24 Del. C. § 3033(b) and Board Rule 3.1.1. Motion unanimously carried.

Review of Application for LMFT Licensure (Contingent upon Passing AMFTRB Exam) – Julie Shay

The Board reviewed Julie Shay's application for LMFT licensure. Dr. Northey moved, seconded by Dr. Drevno, to approve Ms. Shay to sit for the AMFTRB exam. Motion unanimously carried.

**UNFINISHED BUSINESS**

**Continuation of Proposal to Deny Hearing for Carly Miller (12:15 p.m.)**

The Board continued their deliberations, and reviewed additional documents submitted from Ms. Miller's previous supervisor. At 1:09 p.m., the Board reconvened the proposal to deny hearing to for Carly Miller. Verbatim testimony was taken by the court reporter. Ms. Ritchie moved, seconded by Ms. Davis to approve the application for LMFT licensure (contingent upon passing the AMFTRB Exam) for Carly Miller. Motion carried with Dr. Drevno and Dr. Northey opposed. At 1:10 p.m., the hearing concluded.

**Correspondence**

There was no correspondence.

**Other Business before the Board (for discussion only)**

The Board discussed Linda Lonergan's proposed supervisor. According to the documentation submitted, it appears that Dr. Lavin is not licensed in Delaware, but practicing in Delaware. The Board requested that Ms. Williams submit a complaint to the Division of Professional Regulation for unlicensed practice.

Ms. Williams advised the Board that Mr. Doyle will be submitting his resignation, as he will be relocating to Florida.

**Public Comment**

Ms. Jones addressed the Board inquiring as to the time period as to which her license would be issued. Ms. Williams advised Ms. Jones that her license will be issued within five to seven business days.

Mr. Turley introduced himself to the Board, as he is the new representative of the Delaware Professional Counselor's Association.

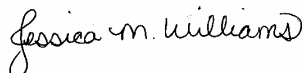
**Next Meeting Date**

The Board's next meeting is scheduled for August 28, 2013 at 12:00 p.m., in Conference Room A, of the Cannon Bldg., 861 Silver Lake Blvd., Dover, Delaware.

**Adjournment**

Mr. Cooper made a motion, seconded by Dr. Frazier, to adjourn. Motion unanimously carried. There being no further business before the Board, the meeting adjourned at 1:17 p.m.

Respectfully submitted,



Jessica M. Williams  
Administrative Specialist II